

Denville Public Library
121 Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in regular session on Thursday, October 12, 2023, in the Denville Public Library Meeting Room. The President, Ms. Dyer, called the meeting to order at 7:02 p.m.

Ms. Dyer announced that adequate notice of this meeting was posted in the library and was provided to the Denville Municipal Clerk, The Citizen, and the Daily Record no later than last Tuesday in accordance with the Open Public Meetings Act.

ROLL: Present: Seth Johnson
Susan Dyer
Michael Dunn
Robbie Simpson
Tom Andes, Mayor
Linda Breder

Also Present: Siobhan Koch, Library Director
Anne Puppo
Public

Absent: Carlos Duarte
John Murphy, Council Liaison

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Mr. Johnson, seconded by Mr. Simpson, and carried to approve the minutes from September 14, 2023 order them filed. A voice vote indicated all present in favor with no opposition expressed.

TREASURER'S REPORT: A motion was made by Mr. Dunn, seconded by Ms. Dyer, and carried to approve the Treasurer's Report for the period ending September 30, 2023 and approve payment of bills on the Bill Lists dated September 30, 2023 and October 12, 2023.

Johnson__Y__ ; Dyer __Y__ ; Dunn__Y__ ; Simpson__Y__ ; Duarte __NA__ ; Andes __Y__ ; Breder __Y__

CORRESPONDENCE:

No correspondence.

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from the October 12, 2023 Director's Report.
 - Attended various meetings and training events.
 - September 27 – LibraryLinkNJ's Literacy Conference Webinars
 - Outreach, storytime and adult book groups continue.
 - Storytimes going well.

- Started a monthly tween movie.
- Book groups are going well.
- The Author Talks from Library Speakers Consortium are very well attended.
- Adult in Person Programs are well attended.
- The Library had a staffed information table at Back to School Nights at Lakeview, Riverview, Valleyview, Morris Knolls.
- Community Partnerships:
 - 9/15 – Denville Education Foundation Movie Night (MC, MH, SK)
 - 9/17 – Art in the Park (SK set up the children’s display)
 - 10/8 – Fireman’s Festival (MC and LSR)
 - 10/8 – Fireworks (MH, AP and SK)

STRATEGIC PLANNING:

- No comments or questions.

MONTHLY STATISTICAL REPORTS (Statistical Report & Reference/Digital Resources Statistics Report):

- Statistical Report
 - No comments or questions
- Reference & Digital Resources Statistics
 - We will not be renewing Brainfuse for next year. Pressreader will also be going away. This was a Main Alliance decision. Both services can be used through the end of this year.

OLD BUSINESS:

- Building Update
 - Roof initially failed inspection but has now passed.
 - HVAC repair is still necessary.
 - Other roofing company is coming to fix the leaks by front entrance and the janitor closet.
 - Children’s room has not leaked.
 - Furniture is finally ready and has been delivered to the warehouse. Flooring will take approximately a month. Project should be starting mid-November. Adult area will need to be closed off. The public will be notified ahead of time. Only staff will be allowed in the fiction & nonfiction areas and the library of things area. There is a possibility that library of things could be temporarily moved during the project.
- School House Update
 - The next meeting with the architect is 10/17/23 @ 9:00 am.
- Strategic Plan
 - Goals will be done soon.

PUBLIC:

A motion was made by Ms. Dyer, seconded by Mr. Simpson, to open the Public portion of the meeting @ 7:26 p.m.

- Denville Township resident Tara Baumann spoke of her interest in one of the open Board seats for 2024. She presented Mayor Andes her resume and letter of intent.

A motion was made by Ms. Dyer, seconded by Mr. Dunn, to close the Public portion of the meeting @ 7:28 p.m.

NEW BUSINESS:

- MCVT Internship
 - Reviewed MCVT (Morris County Vocational School of Technology) internship.
- Rules of Conduct
 - Updated Rules of Conduct Policy was discussed. Changes were made.

A motion was made by Mr. Johnson, seconded by Mr. Simpson, to approve the updated Rules of Conduct with changes.

Johnson __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Simpson __Y__ ; Duarte __NA__ ; Andes __Y__ ; Breder __Y__

- Technology
 - Extensive technology policy is currently being worked on.
 - JIF is deciding if the Library will need a separate policy from the Township.
- Protection of Minors
 - We received a suggested policy from the MEL (Municipal Excess Liability).
 - Some changes to the policy were made by the director and the policy is currently being reviewed by the lawyer.
 - The policy will be voted on once the lawyer has finished reviewing it. Hope to vote on the policy at next BOT meeting.
- 2024 DPL Holidays and 2024 DPL BOT Meeting Dates
 - 2024 DPL Holidays and 2024 DPL BOT Meeting Dates were reviewed and discussed with changes made to 2024 DPL BOT Meeting Dates for January and March.

A motion was made by Mr. Johnson, seconded by Ms. Dyer, to approve the 2024 DPL Holidays and 2024 DPL BOT Meeting Dates as presented with changes in January and March.

Johnson __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Simpson __Y__ ; Duarte __NA__ ; Andes __Y__ ; Breder __Y__

- Director Evaluation Subcommittee
 - The director evaluation subcommittee will consist of Mr. Johnson, Mr. Dunn and Mr. Duarte.

- Trunk or Treat
 - The Library trunk or treat will be held on 10/22/23.
 - Lawyer to be contacted with a question on participants.

ADJOURNMENT: A motion was made by Mr. Dunn, seconded by Mr. Simpson, to adjourn the meeting at 8:45 pm. A voice vote indicated all present in favor with no opposition expressed.

Seth Johnson, Vice-President